



REQUEST FOR PROPOSAL (RFP)

DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION

RFP NUMBER

118053

RFP TITLE

Bridge Inspections & Re-Inspections

RFP DEADLINE

**May 7, 2018
2:00 p.m. (CST)**

Late bids, faxed bid, electronic mail bids or unsigned bid will be rejected.

**SUBMIT PROPOSAL
TO THIS ADDRESS**

CITY COUNTY BUILDING
DANE COUNTY PURCHASING DIVISION
210 MARTIN LUTHER KING JR BLVD ROOM 425
MADISON, WI 53703-3345

**DIRECT
ALL INQUIRES TO**

NAME Pete Patten

TITLE Purchasing Agent

PHONE # 608-267-3523

EMAIL patten.peter@countyofdane.com

WEB SITE www.danepurchasing.com

DATE BID ISSUED: April 2, 2018

PROPOSAL SUBMISSION CHECKLIST

of Proposals

- ☐ (1) original
- ☐ (3) copies
- ☐ (1) electronic copy of your proposal and cost proposal in PDF format on a flash drive
- ☐ Up-to-date Vendor Registration

Proposal Delivery

- ☐ Sealed envelope/package containing proposals and labeled with:
Vendor Name
Bid Number
Bid Deadline Date/Time

PROPOSALS MUST BE DATE/TIME STAMPED BY A DANE COUNTY ADMINISTRATION STAFF MEMBER

Revised 03/2018

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1.0 GENERAL INFORMATION

1.1 Introduction

The purpose of this document is to provide interested parties with information to enable them to prepare and submit a proposal for bridge inspections according to the specifications set forth within this document.

The County intends to use the results of this process to award a contract or issue of purchase order for the product(s) and or services(s) stated.

The Dane County Purchasing Division is the sole point of contact for questions and issues that may arise during the RFP process.

1.2 Clarification of the Specifications

All inquiries concerning this RFP must be directed to the **person indicated on the cover page** of the RFP Document. (electronic mail is the preferred method)

Any questions concerning this RFP must be submitted in writing by mail, fax or e-mail on or before the stated date on the **Calendar of Events** (Section 3.2).

Proposers are expected to raise any questions, exceptions, or additions they have concerning the RFP document at this point in the RFP process. If a proposer discovers any significant ambiguity, error, conflict, discrepancy, omission, or other deficiency in this RFP, the proposer should immediately notify the contact person of such error and request modification or clarification of the RFP document.

Proposers are prohibited from communicating directly with any employee of Dane County, except as described herein. No County employee or representative other than those individuals listed as County contacts in this RFP is authorized to provide any information or respond to any question or inquiry concerning this RFP.

1.3 Reasonable Accommodations

The County will provide reasonable accommodations, including the provision of informational material in an alternative format, for qualified individuals with disabilities upon request. If you need accommodations at a proposal opening/vendor conference, contact the Purchasing Division at (608) 266-4131 (voice) or (608) 266-4941 (TTY).

1.4 Addendums and/or Revisions

In the event that it becomes necessary to provide additional clarifying data or information, or to revise any part of this RFP, revisions/amendments and/or supplements will be posted on the Purchasing Division [website](#).

It shall be the responsibility of the proposers to regularly monitor the Purchasing Division web site for any such postings. Proposers must acknowledge the receipt/review of any addendum(s) at the bottom of the Vendor Information Page.

Each proposal shall stipulate that it is predicated upon the terms and conditions of this RFP and any supplements or revisions thereof.

1.5 **Contract Term and Funding**

The contract shall be effective on the date indicated on the purchase order or the contract execution date and shall run until completion of the project.

1.6 **Submittal Instructions**

Proposals must be received in by the County Purchasing Division by the specified time stated on the cover page. All proposals must be time-stamped in by the Purchasing Division by the stated time. Proposals not so stamped will not be accepted. Proposals received in response to this solicitation will not be returned to the proposers.

Dane County is not liable for any cost incurred by proposers in replying to this RFP.

All proposals must be packaged, sealed and show the following information on the outside of the package:

- ☐ Proposer's name and address
- ☐ Request for proposal title
- ☐ Request for proposal number
- ☐ Proposal due date

1.7 **Multiple Proposals**

Multiple proposals from a vendor will be permissible, however each proposal must conform fully to the requirements for proposal submission. Each such proposal must be separately submitted and labeled as Proposal #1, Proposal #2, etc.

1.8 **Required Copies**

Proposers must submit **an original and the required number of copies** of all materials required for acceptance as instructed on the cover page of the RFP.

All hard copies of the proposal must be on 8.5"x11" individually securely bound. **In addition, proposers must submit one complete electronic copy in Microsoft Word or PDF format saved on a Flash Drive.**

1.9 **Proposal Organization and Format**

Proposals should be organized to comply with the section numbers and names as shown in Section 4.0: Proposal Preparation Requirements.

1.10 **Proprietary Information**

All restrictions on the use of data contained within a proposal and all confidential information must be clearly stated on the Required Form – Attachment B "Designation of Confidential and Proprietary Information". Proprietary information submitted in a proposal, or in response to the RFP, will be handled in accordance with the applicable Wisconsin State Statute(s).

To the extent permitted by law, it is the intention of Dane County to withhold the contents of the proposal from public view until such times as competitive or bargaining reasons no longer require non-disclosure, in the opinion of Dane County. At that time, all proposals will be available for review in accordance with the Wisconsin Open Records Law.

1.11 **Cooperative Purchasing**

Participating in cooperative purchasing gives vendors opportunities for additional sales without additional bidding. Municipalities use the service to expedite purchases. A “municipality” is defined as any county, city, village, town, school district, board of school directors, sewer district, drainage district, vocational, technical and adult education district, or any other public body having authority to award public contracts (s. 16.70(8), Wis. Stats.). Federally recognized Indian tribes and bands in this state may participate in cooperative purchasing with the state or any municipality under ss. 66.0301(1) and (20, Wis. Stats.

On the Vendor Information page, you will have the opportunity to participate in allowing other municipalities to piggyback this bid. Participation is not mandatory. A vendor’s decision on participating in this service has no effect on awarding the bid.

Dane County is not a party to these purchases or any dispute arising from these purchases and is not liable for delivery or payment of any of these purchases.

1.12 **Vendor Registration**

All proposers wishing to submit a proposal must be a paid registered vendor with Dane County. Prior to the RFP opening, you can complete a registration form online by visiting our [website](#). Your completed Vendor Registration Form and Registration Fee must be received for your bid to be considered for an award.

1.13 **Local Purchasing Ordinance**

Under County ordinances, a Local Vendor is defined as a supplier or provider of equipment, materials, supplies or services that has an established place of business within the County of Dane. An established place of business means a physical office, plant or other facility. A post office box address does not qualify a vendor as a Local Vendor.

County ordinance provides that a local vendor automatically receive five points toward the evaluation score.

Vendors located within the counties adjacent to Dane County (Columbia, Dodge, Green, Iowa, Jefferson, Rock, Sauk) automatically receive two points toward the evaluation score.

1.14 **Dane County Sustainability Principles**

On October 18, 2012, the Dane County Board of Supervisors adopted Resolution 103, 2012-2013 establishing the following sustainability principles for the county:

- Reduce and eventually eliminate Dane County government’s contribution to fossil fuel dependence and to wasteful use of scarce metals and minerals;
- Reduce and eventually eliminate Dane County government’s contribution to dependence upon persistent chemicals and wasteful use of synthetic substances;
- Reduce and eventually eliminate Dane County government’s contribution to encroachment upon nature and harm to life-sustaining ecosystems (e.g., land, water, wildlife, forest, soil, ecosystems);
- Reduce and eventually eliminate Dane County government’s contribution to conditions that undermine people’s ability to meet their basic human needs.

1.15 Fair Labor Practice Certification

Dane County Ord. 25.09 (1) is as follows:

(28) BIDDER RESPONSIBILITY. (a) Any bid, application or proposal for any contract with the county, including public works contracts regulated under chapter 40, shall include a certification indicating whether the bidder has been found by the National Labor Relations Board (NLRB) or the Wisconsin Employment Relations Committee (WERC) to have violated any statute or regulation regarding labor standards or relations within the last seven years. The purchasing manager shall investigate any such finding and make a recommendation to the committee, which shall determine whether the conduct resulting in the finding affects the bidder's responsibility to perform the contract.

If you indicated that you have been found by the NLRB or WERC to have such a violation, you must include a copy of any relevant information regarding such violation with your proposal, bid or application.

Additional information can be found using the following links: www.nlrb.gov and <http://werc.wi.gov>.

2.0 PROPOSAL SELECTION AND AWARD PROCESS

2.1 **Preliminary Evaluation**

The proposals will first be reviewed to determine if requirements in Sections 1, 3 and 4 are met. Failure to meet mandatory requirements will result in the proposal being rejected. In the event that all vendors do not meet one or more of the mandatory requirements, the County reserves the right to continue the evaluation of the proposals and to select the proposal which most closely meets the requirements specified in this RFP.

2.2 **Proposal Scoring**

Accepted proposals will be reviewed by an evaluation team and scored against the stated criteria. This scoring will determine the ranking of vendors based upon their written proposals. If the team determines that it is in the best interest of the County to require oral presentations, the highest-ranking vendors will be invited to make such presentations. Those vendors that participate in the interview process will then be scored, and the final ranking will be made based upon those scores. Evaluation criteria can be found in Section 3.3.

2.3 **Oral Presentations/Interview**

Top ranked selected proposers may be required to make oral interview presentations and/or site visits to supplement their proposals, if requested by the County. The County will make every reasonable attempt to schedule each presentation at a time and location that is agreeable to the proposer. Failure of a proposer to conduct a presentation to the County on the date scheduled may result in rejection of the vendor's proposal.

2.4 **Right to Reject Proposals and Negotiate Contract Terms**

The County reserves the right to reject any and all proposals and to negotiate the terms of the contract, including the award amount, with the selected proposer prior to entering into a contract. If contract negotiations cannot be concluded successfully with the highest scoring proposer, the County may negotiate a contract with the next highest scoring proposer.

2.5 **Award and Final Offers**

The award will be granted in one of two ways. The award may be granted to the highest scoring responsive and responsible proposer. Alternatively, the highest scoring proposer or proposers may be requested to submit final and best offers. If final and best offers are requested, they will be evaluated against the stated criteria, scored and ranked. The award will then be granted to the highest scoring proposer.

2.6 **Notification of Intent to Award**

As a courtesy, the County may send a notification of award memo to responding vendors at the time of the award.

SECTION 3 – PROJECT OVERVIEW AND SCOPE OF SERVICES

3.0 PROJECT OVERVIEW AND SCOPE OF SERVICES

3.1 Definitions and Links

The following definitions and links are used throughout the RFP.

- **County:** Dane County
- **County Agency:** Department/Division utilizing the service or product.
- **Proposer/Vendor/Firm/Contractor:** a company submitting a proposal in response to this RFP.
- **Consultant** means proposer awarded the contract.
- **FHWA** means Federal Highway Department.
- **Project** means the specific section of highway proposed for improvement by the County in this contract.
- **Services** means the engineering services, labor, equipment, and materials furnished by the CONSULTANT in accordance with the Contract.
- **WisDOT** means Wisconsin Department of Transportation.
- **Manual** means the State of Wisconsin Facilities Development Manual and other manuals referenced therein.
- **Dane County Purchasing website:** www.danepurchasing.com
- **Fair Labor Practices websites:** www.nlrb.gov and <http://werc.wi.gov>

3.2 Calendar of Events

Listed below are specific and estimated dates and times of actions related to this RFP. The actions with specific dates must be completed as indicated unless otherwise changed by the County. In the event that the County finds it necessary to change any of the specific dates and times in the calendar of events listed below, it will do so by issuing an addendum to this RFP and posting such addendum on the Dane County [website](#). There may or may not be a formal notification issued for changes in the estimated dates and times.

Date	Event
April 2, 2018	RFP Issued
April 16, 2018	Last day to submit written inquiries (2:00 p.m. CST)
April 23, 2018	Addendums or supplements to the RFP posted on the Purchasing Division website
May 7, 2018	Proposals due (2:00 p.m. CST)
Week of May 14, 2018	Vendor Selection/Award
May/June 2018	Contract Execution/Project Initiation

SECTION 3 – PROJECT OVERVIEW AND SCOPE OF SERVICES

3.3 Evaluation Criteria

The proposals will be scored using the following criteria:

Criteria	Percent
Project Team & Project Team Leader (Section 4.5)	20%
Organization Capabilities & Experience (Section 4.6)	10%
Project Understanding & Approach (Section 4.8)	35%
# of Bridges Rated (Attachment D)	10%
Structure Load Rating (Attachment D)	5%
Cost (Section 5)	20%
Total	100%

SECTION 3 – PROJECT OVERVIEW AND SCOPE OF SERVICES

3.4 **Project Overview**

The work under this agreement with a Wisconsin Department of Transportation (hereinafter referred to as "WisDOT") approved professional engineering firm, (hereinafter referred to as "Provider"), and Dane County Department of Public Works, Highway and Transportation, (hereinafter referred to as "County"), shall consist of the inspection and re-inspection of bridges in various municipalities within Dane County.

These inspections must conform to and be in accordance with Wisconsin Statutes 84.17 and TRANS 212, Standards for the Inspection of the Bridges in the State of Wisconsin. The inspections shall be in conformance with the procedures set out in the Wisconsin Department of Transportation, State of Wisconsin Structure Inspection Manual.

3.5 **Scope of Services**

- 1) Individual bridge inspection and re-inspection reports of the 2018 & 2019 inspections shall be entered into the HSIS database per WisDOT requirements. Additional update information that cannot be entered into the database shall be submitted directly to the WisDOT bridge section.
- 2) Two copies of the bridge inspection reports, along with one copy of update information and a brief summary report stating the overall findings of the bridge inspections and recommended bridge maintenance work shall be submitted to the County no later than November 30, 2018 and 2019 respectively.
- 3) The cost of bridge inspection reports, inventory update reports, underwater inspections as required, bridge location data and summary reports shall be incidental to the costs of the individual bridge inspections and shall constitute no additional compensation.
- 4) Failure to have all reports submitted to the County by the dates specified above will result in a \$100 per day penalty being assessed against the Provider until all required reports are received.
- 5) The COUNTY reserves the right to disapprove any inspection reports for failure to meet bridge inspection requirements, provided that such disapproval is given to the Provider within thirty (30) days of date of delivery of the bridge inspection reports. Disapproval is deemed delivered as of the date of mailing, postage prepaid, addressed to the Provider at the address set forth in this document. The Consultant has thirty (30) days to address the report deficiencies and resubmit to the County. Failure to address the report deficiency may result in a reduction of pay for the bridge inspection in question.

All reports and documents prepared under the Agreement become the property of the County and shall not be disclosed to any third party except by written order of the County. The County reserves the right to cancel this Agreement at any time upon ten (10) days notice, deemed delivered as of the date of mailing, postage prepaid, to the Provider at the address set forth in this document.

SECTION 3 – PROJECT OVERVIEW AND SCOPE OF SERVICES

3.6 **Information Provided**

- 1) The County will provide a detailed list (Attachment D) of the bridges that are to be inspected and those requiring re-inspection at the time the RFP was written.
- 2) The County will designate bridges that are known to require fracture critical or underwater dive inspection on the bridge list.

3.7 **Technical Requirements**

- 1) The objective of this contract is to provide bridge inspection services for Dane County and Local Municipalities within Dane County required to meet WisDOT, Federal and County requirements. The technical requirements that follow describe the basis of the inspection requirements.
- 2) The Provider shall conduct the appropriate inspection types (initial, routine, SIA, fracture critical, etc.) as listed in Attachment D and as required in the current versions of the WisDOT Structures Inspection Manual, WisDOT Bridge Inspection Update Training and WisDOT Bridge Inspection Field Manual for each bridge.
- 3) The bridge inspections along with all supplemental information are to be completed and entered into the HSIS system by the inspection date deadline. Supplemental information includes but is not limited to the following: Photo documentation of defect for items rated CS-3 and below, UW stream profiles and scour measurements as applicable.
- 4) The inspectors shall be trained and certified for the type of inspection being performed. (i.e. Team leaders for fracture critical inspections must have successfully completed fracture critical training within the last 10 years.)
- 5) All updated Bridge Inspection Reports and Re-inspection Reports shall be submitted in duplicate to the County with a brief report summarizing the overall findings of the field inspections. The summary report should include a copy of individual bridge maintenance recommendations and priority as entered into the HSIS system.
- 6) If the condition of an element has changed significantly, the Provider shall take field measurements and/or photographs to document the change. If the condition is critical or near critical, the Provider shall so advise the County and the municipality as soon as possible so that necessary action can be promptly initiated.
- 7) No new capacity rating calculations are anticipated. However, if a bridge has experienced a substantial change in condition since the last rating, field data will have to be collected for purposes of performing a capacity rating. The capacity ratings shall be calculated for the controlling main load-carrying member(s) of the structure, noting the design, inventory and operational ratings.

SECTION 3 – PROJECT OVERVIEW AND SCOPE OF SERVICES

- 8) The County shall be notified and must agree to the capacity rating prior to the vendor starting the rating. Costs associated with the capacity re-rating are not included in the proposal cost and will be paid through a contract amendment. These costs can be collection of additional data required for the re-rate and submittal to WisDOT bridge section for re-rating or for the consultant to re-rate the bridge.
- 9) Each municipality shall be notified of the date of anticipated bridge inspections and re-inspections in their area so they can accompany the bridge inspection team if they so wish.
- 10) At the time of the RFP structures for which 2019 re-inspections are known to be required are noted in Attachment D. If the 2018 bridge inspection rating creates the need for a 2019 inspection the vendor shall notify the County and provide a cost for the contract amendment for the 2019 re-inspection.
- 11) The Provider is responsible to determine the construction schedule for bridges noted for reconstruction and inspect the new bridge after work is complete. This initial inspection and all required reports will be paid as per the amount listed on the cost sheet.

SECTION 4 – PROPOSAL PREPARATION REQUIREMENTS

4.0 PROPOSAL PREPARATION REQUIREMENTS

Proposals should be organized to comply with the section numbers and names as shown below. Each section heading should be separated by tabs or otherwise clearly marked. Accordingly, graphics, tables and charts are encouraged, but the page limitations shall include these as well. Hardcopies shall be bound in an 8½" x 11" format, but 11"x17" pages for graphics may be included. The RFP sections which should be submitted/responded to are:

4.1 [Required Form – Attachment A – Vendor Information](#)

4.2 **Table of Contents**

Provide a table of contents that, at a minimum, includes all of the sections as identified below. Listings of sub-sections and graphics/tables also may be included. Section dividers are permitted and will not count toward page limitations nor will pages that are left entirely blank.

4.3 **Tab 1: Cover Letter**

Provide a letter of introduction that includes the following at a minimum:

- Name of lead consulting firm.
- Name and contact information of the proposed project manager.
- Name and contact information of person authorized to submit the scope and cost proposal on behalf of the firm.
- Acknowledgment that respondent has reviewed the RFP and all addendums in their entirety.

4.4 **Tab 2: Firm Description**

Provide a description of each firm including the services provided, unique skills and expertise offered, length of time in business, form of incorporation, and the location of the primary office that will work on the project.

4.5 **Tab 3: Project Team and Roles**

Provide a project organizational chart and overview of the roles, responsibilities and level of effort to be provided by the primary team members.

4.6 **Tab 4: Relevant Firm Experience**

Provide a description of the work performed, budget, dates and a client contact for projects the respondent firms have completed that are relevant to the scope of services requested in this RFP. Complete and insert [Required Form – Attachment D – Questionnaire](#) in this tab.

4.7 **Tab 5: Team Resumes**

Provide information relevant to each member's capabilities, experiences and education to complete the project as proposed.

4.8 **Tab 6: Project Understanding and Approach**

Provide the Consultant's understanding of the project and expected outcomes and describe the Consultant's proposed approach to completing the scope of services as outlined in Section 3.5 of this RFP and the deliverables to be provided. **This should include how the Consultant intends to address the issues and objectives described in Section 3.7.** Respondents may offer an alternate set of tasks as they deem appropriate provided that the entire scope of work and deliverables as described

SECTION 4 – PROPOSAL PREPARATION REQUIREMENTS

in Section 3.5 and 3.7 are addressed. The tasks used to present the approach should track with those used to describe the roles of project team members, the project schedule, and cost proposal.

4.9 **Tab 7: Project Schedule**

Provide a project schedule that indicates how the Consultant will meet the date requirements scheduled by HSIS.

4.10 **Required Form – Attachment B – Designation of Proprietary Information**

5.0 COST PROPOSAL

5.1 General Instructions on Submitting Cost Proposals

Proposers must submit an original and the required number of copies of the cost proposal as instructed on the **cover page of the RFP** (Special Instructions).

Cost proposal should be submitted in a separate envelope labeled **Cost Proposal** with the written proposal. (Refer to Cost Proposal Form)

The proposal will be scored using a standard quantitative calculation where the most cost criteria points will be awarded to the proposal with the lowest cost.

5.2 Format for Submitting Cost Proposals

See Required Form – Attachment C – Cost Proposal

5.3 Fixed Price Period

All prices, costs, and conditions outlined in the proposal shall remain fixed for the length of the project.

VENDOR INFORMATION**VENDOR NAME:**

Vendor Information (address below will be used to confirm Local Vendor Preference)			
Address			
City		County	
State		Zip+4	
Vendor Rep. Name		Title	
Email		Telephone	
Dane County Vendor #		Date Last Paid	

Fair Labor Practice Certification (check only 1)	
<input type="checkbox"/>	Vendor has not been found by the National Labor Relations Board ("NLRB") or the Wisconsin Employment Relations Commission ("WERC") to have violated any statute or regulation regarding labor standards or relations in the seven years prior to the date this bid submission is signed.
<input type="checkbox"/>	Vendor has been found by the National Labor Relations Board ("NLRB") or the Wisconsin Employment Relations Commission ("WERC") to have violated any statute or regulation regarding labor standards or relations in the seven years prior to the date this bid submission is signed.

Local Vendor Purchasing Preference	
Are you claiming a local purchasing preference under DCO 25.08(7)?	<input type="checkbox"/> No <input type="checkbox"/> Yes (complete remainder of this section)
Preference as a Dane County Business:	<input type="checkbox"/> Dane
Preference as a business located in a county adjacent to Dane County:	<input type="checkbox"/> Columbia <input type="checkbox"/> Sauk <input type="checkbox"/> Iowa <input type="checkbox"/> Green <input type="checkbox"/> Dodge <input type="checkbox"/> Rock <input type="checkbox"/> Jefferson

Cooperative Purchasing	
<input type="checkbox"/>	I <u>agree</u> to furnish the commodities or services of this bid to other municipalities.
<input type="checkbox"/>	I <u>do not agree</u> to furnish the commodities or services of this bid to other municipalities.

Addendums – this vendor hereby acknowledges receipt/review of the following addendums, if any.									
Addendum #1	<input type="checkbox"/>	Addendum #2	<input type="checkbox"/>	Addendum #3	<input type="checkbox"/>	Addendum #4	<input type="checkbox"/>	None	<input type="checkbox"/>

Signature Affidavit			
<p>In signing this bid, we certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a bid; that this bid has been independently arrived at without collusion with any other bidder, competitor or potential competitor; that this bid has not been knowingly disclosed prior to the opening of bids to any other bidder or competitor; that the above statement is accurate under penalty of perjury.</p> <p>The undersigned agrees to hold the County harmless for any damages arising out of the release of any material unless they are specifically identified on Attachment B. The undersigned, submitting this bid, hereby agrees with all the terms, conditions, and specifications required by the County in this Request for Bid, and declares that the attached bid and pricing are in conformity therewith.</p>			
Signature		Title	
Name (Printed)		Date	

DESIGNATION OF CONFIDENTIAL AND PROPRIETARY INFORMATION
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The attached material submitted in response to this Proposal includes proprietary and confidential information which qualifies as a trade secret, as provided in Sect 19.36(5), Wisconsin State Statutes, or is otherwise material that can be kept confidential under the Wisconsin Open Records law. As such, we ask that certain pages, as indicated below, of this proposal response be treated as confidential material and not be released without our written approval. Attach additional sheets if needed.

Section	Page #	Topic

☐ Proposer is not designating any information as proprietary and confidential which qualifies as trade secret.

Prices always become public information when proposals are opened, and therefore cannot be designated as confidential.

Other information cannot be kept confidential unless it is a trade secret. Trade secret is defined in Sect. 134(80)(1)(c) Wis. State Statutes, as follows: "Trade secret" means information, including a formula, pattern, compilation, program, device, method technique or process to which all of the following apply:

1. The information derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by other persons who can obtain economic value from its disclosure or use.
2. The information is the subject of efforts to maintain its secrecy that are reasonable under the circumstances.

In the event the Designation of Confidentiality of this information is challenged, proposer hereby agrees to provide legal counsel or other necessary assistance to defend the Designation of Confidentiality.

Failure to include this form in the proposal response may mean that all information provided as part of the proposal response will be open to examination or copying. The County considers other markings of confidential in the proposal document to be insufficient. The undersigned agrees to hold the County harmless for any damages arising out of the release of any material unless they are specifically identified above.

COST PROPOSAL	
VENDOR NAME:	

Pricing shall be inclusive of all labor, delivery costs and other expenses necessary to provide product in accordance with the specifications and terms and conditions of this bid document and your proposal.

Provide an hourly rate for key personnel. This will only be used if additional services are required.

Job Title	Hourly Rate (\$)
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Bridge Inspection Pricing List

Using the specific bridge lines items on the following pages, please provide a cost for each bridge and a total lump sum for the entire project encompassing all inspections. The cost of the listed bridges is considered all-inclusive to work under this contract. All other work described in this bid document shall be incidental to the inspections unless otherwise specified.

SECTION 6 – REQUIRED FORM – ATTACHMENT C

Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	HSIS Inspection Type (Year Due)					2018 Inspection Cost	2019 Inspection Cost
					Routine	UW Profile	Fracture Critical	Scour	SIA		
City of Fitchburg (5 structures)											
B130287	Haight Farm Rd	0.4 Mile W Jct CTH MM	27	Box Culvert	2018						Not Req'd
B130619	Capital City Trail	at JCT CTH D	208	Girder	2018						Not Req'd
B130659	Lacy Rd	0.1 Mile W USH 14	76	Deck Girder	2018						Not Req'd
B130676	Haight Farm Road	at Swan Creek .13 Mile W of CTH MM	23	3-Span Steel	2018				2018		Not Req'd
P130188	Syene Road	0.9 Mile S Jct USH 14	30	Pipe Culvert	2018						Not Req'd
City of Middleton (23 structures)											
B130514	Market Street	0.2 Mile W Jct Demming	61	Flat Slab	2018						Not Req'd
B130534	Bike Path	Section 11	104	Deck Girder	2018						Not Req'd
B130546	Greenway Blvd	0.3 Mile W Jct Demming	21	Concrete Box	2018						Not Req'd
B130563	Airport Road	1.3 Mile W. Jct USH 12	81	Flat Slab	2018						Not Req'd
B130564	Airport Road	1.3 Mile W. Jct USH 12	81	Flat Slab	2018						Not Req'd
B130580	Deming Way	0.5 Mile N Jct USH 14	110	Deck Girder	2018						Not Req'd
B130602	Parmenter Street	0.6 Mile S Jct CTH M	70	Deck Girder	2018						Not Req'd
B130603	Parmenter Street	0.6 Mile S Jct CTH M	70	Deck Girder	2018						Not Req'd
B130622	Valley Conservancy-Ped	0.7 Mile E Jct Parmenter	60	Deck Girder	2018						Not Req'd
B130623	Valley Conservancy-Ped	0.9 Mile E Jct Parmenter	60	Deck Girder	2018						Not Req'd
B130624	Valley Conservancy-Ped	1.0 Mile E Jct Parmenter	60	Deck Girder	2018						Not Req'd
B130626	Pedestrian Trail	0.3 Mile N Jct Century Ave	60	Flat Slab	2018						Not Req'd
B130627	West Conservancy-Ped	0.4 Mile N Jct Century Ave	100	Deck Girder	2018						Not Req'd
B130628	SE Conservancy-Ped	0.1 Mile N Jct Century Ave	96	Deck Girder	2018						Not Req'd
B130629	Valley Conservancy-Ped	0.1 Mile E Jct Parmenter	60	Deck Girder	2018						Not Req'd
B130630	Valley Conservancy-Ped	0.2 Mile E Jct Parmenter	60	Deck Girder	2018						Not Req'd
B130631	UW Health Ct	0.1 Mile W Jct Demi	36	Box Culvert	2018						Not Req'd

SECTION 6 – REQUIRED FORM – ATTACHMENT C

Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	HSIS Inspection Type (Year Due)					2018 Inspection Cost	2019 Inspection Cost
					Routine	UW Profile	Fracture Critical	Scour	SIA		
B130644	Pedestrian	Lakeview Park	36		2018						Not Req'd
B130856	South Fork Pheasant Branch Creek	Ped Bridge at Greenway Center			2018						Not Req'd
B130857	East Trail over Pheasant Branch Creek	Ped Bridge at Kromrey Middle School			2018						Not Req'd
B130858	South Fork Pheasant Branch Creek	Ped Bridge South Fork/Greenway Center Trail			2018						Not Req'd
C132004	Pleasant View-Bike Pass	0.5 Mile S Jct Airport	14	Box Culvert	2018						Not Req'd
P130775	Park Street	0.4 Mile S Jct CTH M	33	Pipe Culvert	2018						Not Req'd
City of Monona (6 structures)											
B130074	Tecumseh Avenue	1.6 Mile N Jct USH 12	24	Flat Slab	2018						Not Req'd
B130084	Tecumseh Avenue	1.7 Mile N Jct USH 12	37	Flat Slab	2018						Not Req'd
B130120	Winnequah Road	0.5 Mile N Jct USH 12	58	Deck Girder	2018 & 2019						
B130495	Copps Avenue	0.1 Mile W of USH 51	34	Twin Arch	2018						Not Req'd
P130155	Femrite Road	0.2 Mile W Jct USH 51	26	Pipe Culvert	2018						Not Req'd
P130725	Bridge Road	0.3 Mile N Jct USH 12	135	Haunched Slab	2018						Not Req'd
City of Stoughton (6 structures)											
B130031	Forton Street	0.2 Mile N Jct USH 51	84	Deck Girder	2018						Not Req'd
B130374	Fourth Street	0.2 Mile S Jct USH 51	22	Box Culvert	2018						Not Req'd
B130375	Fourth Street	0.2 Mile S Jct USH 51	40	Box Culvert	2018						Not Req'd
B130512	USH 51(Main Street)	1.1 Mile N Jct CTH N(N)	88	Deck Girder	2018						Not Req'd
Pd Br-1	Jefferson Street	0.1 Mile S Jct USH 51			2018						Not Req'd
Pd Br-2	Coopers Causeway	0.4 Mile N Jct USH 51			2018						Not Req'd
City of Verona (8 structures)											
B130053	Verona Ave (Old MV)	1.3 Mile E Jct G	24	Box Culvert	2018						Not Req'd
B130427	Edward Street	0.3 Mile W Jct CTH M	31	Box Culvert	2018						Not Req'd
B130476	S Main Street	0.6 Mile S Jct STH 69	34	Box Culvert	2018						Not Req'd
B130506	Bruce Street	0.2 Mile E of STH 69	40	Flat Slab	2018						Not Req'd

SECTION 6 – REQUIRED FORM – ATTACHMENT C

Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	HSIS Inspection Type (Year Due)					2018 Inspection Cost	2019 Inspection Cost
					Routine	UW Profile	Fracture Critical	Scour	SIA		
B130547	Half Mile Road	0.2 Mile S of USH 151	23	Flat Slab	2018	2018					Not Req'd
B130625	Northern Lights Rd	0.1 Mile N Jct Nine Mound	36	Box Culvert	2018						Not Req'd
B130674	Old CTH PB	0.4 Mile S Jct CTH MV	20	Dual Pipes	2018	2018***			2018***		Not Req'd
B130699	Meister Rd EB & WB	.9 Mile N Jct USH 18	20	2-Span Precast Culvert	2018						Not Req'd
County of Dane (2 structures)											
B130952	CTH MS(Univ. Av.)	1.5 Mile E JCT CTH Q	578	Deck Girder	2018		2018				Not Req'd
P130903	CTH B	3.5 Mile W Jct USH 51	98	Box Culvert	2018	2018**					Not Req'd
Town of Albion (7 structures)											
B130045	Aarback Road	1.9 Mile E Jct STH 73	65	Deck Girder	2018 & 2019						
B130236	Edgerton Road	0.9 Mile S Jct STH 106	36	Flat Slab	2018						Not Req'd
B130279	Bliven Road	0.2 Mile S Jct STH 106	34	Flat Slab	2018 & 2019						
B130441	STH 106-Edgerton Rd	.1 Mile E Jct Albion Rd	42	Flat Slab	2018	2018					Not Req'd
B130446	Albion Road	0.1 Mile S Jct STH 106	40	Flat Slab	2018						Not Req'd
B130581	Willow Drive	0.7 Mile W Jct CTH A	36	Flat Slab	2018						Not Req'd
B130582	Lein Drive	1.6 Mile E Jct STH 73	30	Flat Slab	2018						Not Req'd
Town of Berry (2 structures)											
B130041	South Valley Road	0.1 Mile S Jct USH 14	42	Box Culvert	2018						Not Req'd
B130575	Spring Valley Road	0.4 Mile W Jct CTH KP	36	Flat Slab	2018						Not Req'd
Town of Black Earth (3 structures)											
B130340	Olson Road	0.1 Mile E Jct CTH KP	60	Flat Slab	2018						Not Req'd
P130131	Reeve Road	3.7 Mile W Jct CTH F	32	Deck Girder	2018 & 2019						
P130132	Sutcliffe Road	3.0 Mile W Jct CTH F	31	Deck Girder	2018						Not Req'd
Town of Blue Mounds (3 structures)											
B130349	W. Blue Mounds Road	0.8 Mile E Jct CTH Z	25	Flat Slab	2018						Not Req'd
B130419	Barber Road	0.1 Mile N Jct CTH Z	33	Flat Slab	2018						Not Req'd

SECTION 6 – REQUIRED FORM – ATTACHMENT C

Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	HSIS Inspection Type (Year Due)					2018 Inspection Cost	2019 Inspection Cost
					Routine	UW Profile	Fracture Critical	Scour	SIA		
B130447	Rowley Road	0.1 Mile E Jct CTH Z	36	Flat Slab	2018						Not Req'd
Town of Bristol (6 structures)											
B130353	Greenway Road	1.8 Mile E Jct CTH VV	66	Deck Girder	2018						Not Req'd
B130392	Twin Lane Road	1.0 Mile S Jct USH 151	48	Deck Girder	2018						Not Req'd
B130445	Vinburn Road	2.3 Mile E Jct CTH N	38	Flat Slab	2018						Not Req'd
B130621	Muller Road	0.8 Mile W Jct USH 151	32	Flat Slab	2018						Not Req'd
B130662	Russet Road	0.8 Mile S Jct CTH V	32	Flat Slab	2018						Not Req'd
B130672	Elder Lane NB & SB	.6 Mile W Jct USH 151	48	Flat Slab	2018						Not Req'd
Town of Burke (1 structures)											
B130096	Daentl Road	0.6 Mile W Jct USH 51	46	Deck Girder	2018						Not Req'd
Town of Christiana (1 structures)											
B130357	Hoopen Road	2.5 Mile E Jct STH 73	69	Deck Girder	2018						Not Req'd
Town of Cottage Grove (7 structures)											
B130277	North Jargo Road	1.1 Mile S Jct CTH BB	79	Deck Girder	2018						Not Req'd
B130354	Ridge Road	1.0 Mile S Jct CTH BB	42	Flat Slab	2018						Not Req'd
B130496	Vilas Road	0.2 Mile N Jct USH 12	32	Flat Slab	2018						Not Req'd
P130150	West Ridge Road	1.1 Mile W Jct CTH BB	34	Deck Girder	2018						Not Req'd
P130151	Uphoff Road	0.9 Mile S Jct CTH BB	34	Deck Girder	2018 & 2019						
P130153	Baxter Road	1.1 Mile N Jct CTH BB	30	Pipe Culvert	2018						Not Req'd
P130939	Femrite Drive	0.8 Mile N Jct USH 12	27	Deck Girder	2018 & 2019	2018					
Town of Cross Plains (2 structures)											
B130231	Scherbel Road	0.4 Mile S Jct USH 14	42	Deck Girder	2018						Not Req'd
B130638	Valley Spring Road	.72 Mile S of CTH J	30	Flat Slab	2018						Not Req'd
Town of Dane (2 structures)											
B130443	Lee Road	1.5 Mile W Jct STH 113	42	Flat Slab	2018						Not Req'd
B130444	Lee Road	0.1 Mile E Jct CTH Y	32	Deck Girder	2018						Not Req'd

SECTION 6 – REQUIRED FORM – ATTACHMENT C

Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	HSIS Inspection Type (Year Due)					2018 Inspection Cost	2019 Inspection Cost
					Routine	UW Profile	Fracture Critical	Scour	SIA		
Town of Deerfield (2 structures)											
B130032	Oak Park Road	1.4 Mile S Jct CTH BB	62	Deck Girder	2018						Not Req'd
B130481	London Road	1.1 Mile E Jct STH 73	38	Flat Slab	2018						Not Req'd
Town of Dunkirk (1 structures)											
B130508	Hammond Road	2.1 Mile E Jct CTH N	44	Flat Slab	2018						Not Req'd
Town of Dunn (4 structures)											
B130352	Exchange Street	0.3 Mile S Jct USH 51	136	Haunched Slab	2018						Not Req'd
P130190	East Dyreson Road	0.6 Mile W Jct CTH AB	127	Overhead Truss	2018 & 2019	2018	2018				
P130904	Schneider Drive	1.1 Mile E Jct CTH MM	23	Box Culvert	2018						Not Req'd
P130905	R-D Town Line Road	1.6 Mile W Jct CTH MM	27	Box Culvert	2018						Not Req'd
Town of Madison (1 structures)											
B130571	E Badger Road	0.5 Mile W Jct Rimrock	100	Deck Girder	2018						Not Req'd
Town of Mazomanie (3 structures)											
B130255	Hudson Road	0.3 Mile E Jct CTH Y	85	Flat Slab	2018						Not Req'd
B130584	Hudson Road	0.7 Mile N Jct USH 14	132	Haunched Slab, 3-Span	2018						Not Req'd
P130926	Wilkenson Road	1.8 Mile E Jct STH 78	23	Flat Slab	2018	2018					Not Req'd
Town of Medina (2 structures)											
B130348	Canal Road	1.5 Mile W Jct STH 73	61	Prestr Girder	2018						Not Req'd
B130373	Cherry Lane	1.3 Mile N Jct STH 19	48	Timber Slab	2018						Not Req'd
Town of Middleton (2 structures)											
B130256	Capitol View Road	2.3 Mile W Jct USH 12	28	Flat Slab	2018						Not Req'd
B130560	Low Road	0.8 Mile S Jct USH 14	26	Pipe Culv-Conc	2018						Not Req'd
Town of Montrose (7 structures)											
B130127	Sun Valley Parkway	0.9 Mile E Jct CTH PB	117	Deck Girder	2018						Not Req'd
B130367	French Town Road	0.5 Mile W Jct STH 69	73	Flat Slab	2018						Not Req'd
B130372	Range Trail	0.4 Mile N Jct CTH PB	74	Haunched Slab	2018						Not Req'd

SECTION 6 – REQUIRED FORM – ATTACHMENT C

Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	HSIS Inspection Type (Year Due)					2018 Inspection Cost	2019 Inspection Cost
					Routine	UW Profile	Fracture Critical	Scour	SIA		
B130381	Walter Road	0.3 Mile W Jct CTH PB	30	Flat Slab	2018						Not Req'd
B130399	Fritz Road	0.5 Mile S Jct CTH A	74	Flat Slab	2018						Not Req'd
B130437	French Town Road	0.9 Mile W Jct STH 69	30	Flat Slab	2018						Not Req'd
B130675	Fritz Road	0.4 Mile N Jct CTH A	38	Flat Slab	2018						Not Req'd
Town of Oregon (1 structures)											
P130209	Bell Brook Road	1.5 Mile E Jct CTH D	23	Flat Slab	2018 & 2019	2018					
Town of Perry (3 structures)											
B130489	Kittleson Road	0.2 Mile E Jct CTH H	39	Flat Slab	2018						Not Req'd
P130224	Drammen Valley Road	2.0 Mile S Jct CTH A	33	Deck Girder	2018 & 2019	2018					
P130943	Lee Valley Road	2.3 Mile E Jct STH 78	26	Timber Girder	2018						Not Req'd
Town of Pleasant Springs (3 structures)											
B130136	Williams Drive	2.1 Mile N Jct CTH B	55	Deck Girder	2018						Not Req'd
B130259	Circle Drive	2.0 Mile W Jct CTH N	91	Flat Slab	2018						Not Req'd
P130915	Spring Road	0.7 Mile S Jct CTH B	27	Flat Slab	2018 & 2019	2018					
Town of Primrose (1 structures)											
B130401	Primrose Center Road	0.9 Mile N Jct CTH A	40	Flat Slab	2018						Not Req'd
Town of Rutland (4 structures)											
B130253	Old Stage Road	0.7 Mile W Jct STH 138	62	Deck Girder	2018						Not Req'd
B130362	Stone Road	2.8 Mile W Jct STH 138	64	Deck Girder	2018						Not Req'd
B130679	Lake Kegonsa Road	0.2 Mile S Jct CTH A	31	Deck Girder	2018						Not Req'd
P130910	Sunrise Road	0.7 Mile N Jct STH 138	29	Box Culvert	2018						Not Req'd
Town of Springdale (2 structures)											
B130567	Spring Rose Road	0.2 Mile N. Jct G	30	Flat Slab	2018						Not Req'd
B130568	Paulson Road	0.7 Mile E. Jct J	46	Flat Slab	2018						Not Req'd
Town of Springfield (1 structures)											
P130929	Hyer Road	0.5 Mile E Jct CTH P	27	Box Culvert	2018						Not Req'd

SECTION 6 – REQUIRED FORM – ATTACHMENT C

Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	HSIS Inspection Type (Year Due)					2018 Inspection Cost	2019 Inspection Cost
					Routine	UW Profile	Fracture Critical	Scour	SIA		
Town of Vermont (3 structures)											
B130402	Blue Mounds Trail	0.1 Mile E Jct CTH F	30	Flat Slab	2018						Not Req'd
B130587	Bohn Road	0.1 Mile N Jct CTH JG	31	Flat Slab	2018						Not Req'd
B130854	Vermont Church Rd	at Vermont Creek	21	Box Culvert	2018						Not Req'd
Town of Verona (5 structures)											
B130335	Riverside Road	0.5 Mile W Jct STH 69	88	Deck Girder	2018						Not Req'd
B130346	Valley Road	1.0 Mile W Jct STH 69	74	Haunched Slab	2018 & 2019						
B130363	White Crossing Road	0.4 Mile S Jct CTH PD	42	Flat Slab	2018						Not Req'd
B130617	Shady Oak Lane	1.2 Mile N Jct CTH PD	28	Slab	2018						Not Req'd
B130683	Old CTH PB	0.2 Mile S Jct CTH MV	38	Flat Slab	2018				2018***		Not Req'd
Town of Westport (4 structures)											
B130347	Westport Road	0.2 Mile S Jct CTH M	70	Flat Slab	2018						Not Req'd
B130361	Mill Road	1.8 Mile E Jct CTH M	64	Deck Girder	2018	2018					Not Req'd
B130430	North Shore Bay Drive	0.4 Mile E Jct CTH M	40	Flat Slab	2018						Not Req'd
P130137	Woodland Drive	0.8 Mile N Jct CTH M	32	Pipe Culvert	2018						Not Req'd
UW of Madison (10 structures)											
B130610	Observatory Dr	Over Willow Creek	35	Deck Girder	2018						Not Req'd
B130803	Linden Dr	Ped Bridge over Willow Cr	46	Precast	2018						Not Req'd
B130804	Ped Path	Ped Bridge west of Natatorium	46	Deck Girder	2018						Not Req'd
B130805	Observatory Dr	Ped Bridge at Willow Cr South	52	Deck Girder	2018						Not Req'd
B130806	Observatory Dr	Ped Bridge at Willow Cr North	44	Precast	2018						Not Req'd
B130807	Ped Path	Ped Bridge west of Neilsen Sta	36	Deck Girder	2018						Not Req'd
B130808	Ped Path	Allen Gardens	26	Wood	2018						Not Req'd
B130840	Campus Dr Bike Path	Over Walnut Street		Bike Path	2018						Not Req'd
P130761	N Park St	Ped Bridge @ Bascom Hill	190	Deck Girder	2018						Not Req'd

SECTION 6 – REQUIRED FORM – ATTACHMENT C

Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	HSIS Inspection Type (Year Due)					2018 Inspection Cost	2019 Inspection Cost
					Routine	UW Profile	Fracture Critical	Scour	SIA		
P130773	Willow Dr	Lakeshore Path / Willow Cr	32	Deck Girder	2018						Not Req'd
Village of Belleville (1 structures)											
B130342	Remy Road	0.2 Mile N Jct STH 92	85	Deck Girder	2018						Not Req'd
Village of Black Earth (1 structures)											
B130355	Park Street	0.4 Mile E Jct STH 78	42	Flat Slab	2018						Not Req'd
Village of DeForest (4 structures)											
B130364	River Road	1.6 Mile S Jct CTH V	42	Flat Slab	2018						Not Req'd
B130562	River Road	1.0 Mile S Jct CTH V	44	Flat Slab	2018						Not Req'd
B130566	South Street	0.7 Mile W Jct CTH CV	43	Flat Slab	2018						Not Req'd
B130611	CTH CV Main St	.2 Mile S Jct CTH V	41	Flat Slab	2018						Not Req'd
Village of Marshall (1 structures)											
B130483	Waterloo Road	0.7 Mile E Jct STH 73	61	Flat Slab	2018	2018					Not Req'd
Village of Mazomanie (2 structures)											
B130350	Bridge Street	0.3 Mile N Jct CTH Y	75	Haunched Slab	2018						Not Req'd
B130454	Voss Road	0.4 Mile W Jct STH 78	29	Flat Slab	2018						Not Req'd
Village of McFarland (4 structures)											
B130470	Terminal Drive	0.3 Mile N Jct USH 51	234	Deck Girder	2018						Not Req'd
Not a Bridge1	Terminal Drive	0.8 Mile S US 51	15	Flat Slab	2018						Not Req'd
Not a Bridge2	Lake Edge	0.1 Mile E South Ct	15	Pipe Culvert	2018						Not Req'd
Not a Bridge3	Burma Road	0.1 Mile W US 51	15	Pipe culvert	2018						Not Req'd
Village of Mt. Horeb (1 structures)											
B130493	6th Street	0.1 Mile W Jct STH 92	62	Flat Slab	2018						Not Req'd
Village of Shorewood Hills (1 structures)											
P130715	Lake Mendota Drive	0.8 Mile N Jct CTH MS	85	Deck Girder	2018 & 2019						
Village of Waunakee (4 structures)											
B130343	S. Division Street	0.5 Mile S Jct STH 19	39	Deck Girder	2018						Not Req'd
B130471	Madison Street	0.2 Mile N Jct STH 19	36	Flat Slab	2018						Not Req'd

SECTION 6 – REQUIRED FORM – ATTACHMENT C

Structure Number	Road Name	Bridge Location	Length (ft)	Structure Type	HSIS Inspection Type (Year Due)					2018 Inspection Cost	2019 Inspection Cost
					Routine	UW Profile	Fracture Critical	Scour	SIA		
B130535	STH 113 Bike Path	0.2 Mile N Jct STH 19	39	Other Truss	2018						Not Req'd
B130633	Madison Street	200' W of S Division St	39	Flat Slab	2018						Not Req'd
Village of Windsor (4 structures)											
B130234	Windsor Road	0.5 Mile W Jct CTH CV	38	Deck Girder	2018 & 2019						
B130261	Portage Road	0.1 Mile N Jct STH 19	38	Flat Slab	2018						Not Req'd
B130282	Yahara Road	1.3 Mile S Jct CTH DM	38	Flat Slab	2018						Not Req'd
B130559	Smith Road	1.8 Mile E Jct CTH I	157	Deck Girder	2018						Not Req'd
TOTAL INSPECTION COST PER YEAR											

***P130903 REQUIRES AN UNDERWATER DIVE INSPECTION**

****THE FOLLOWING BRIDGES WILL BE RECONSTRUCTED IN 2018. THE COSTS FOR THE INSPECTION ARE TO INCLUDE THE INITIAL, ROUTINE AND SIA INSPECTION REPORTS:**

CITY OF VERONA: OLD BRIDGE NO. B-13-784; NEW BRIDGE NO. B-13-674

TOWN OF VERONA: OLD BRIDGE NO. B-13-785; NEW BRIDGE NO. B-13-683

THERE ARE SEVERAL STRUCTURES THAT ARE NOT CLASSIFIED AS BRIDGES OR DO NOT NEED TO BE INPUT INTO THE HSIS SYSTEM UNDER FEDERAL REQUIREMENTS. THE STRUCTURES ARE TO BE INSPECTED TO THE SAME STANDARDS AS OTHER FEDERAL BRIDGES AND A TYPED AND SIGNED REPORT IS TO BE SENT TO DANE COUNTY AS WELL AS THE MUNICIPAL MAINTAINING AUTHORITY.

BRIDGE INSPECTIONS AND RE-INSPECTIONS QUESTIONNAIRE
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#	Question	Answer	
1	Is the firm a registered vendor for the Wisconsin Department of Transportation?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
2	Total number of qualified bridge inspectors on your staff:	Professional Engineers	Technicians
3	Approximate number of structures previously inspected under the State bridge inspection program by the person(s) assigned to this contract:		Structures
4	Approximate number of structure capacity ratings previously made under the State bridge inspection program:		Structures
5	Total length of time required for completion of this agreement is estimated to be:		Days
6	List personnel that will be assigned to work on this project by name, classification (i.e. engineer, tech, other), years experience in the bridge design and inspection field and check all bridge training courses they have attended. Provide resumes describing their educational and work experiences.		

Name	Classification	Year of Bridge Inspection Experience	FHWA Bridge Course	WisDOT Pontis Element Course	Inspection of Fracture Critical Course
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STANDARD TERMS AND CONDITIONS

Request for Bids/Proposals/Contracts

Rev. 03/2018

1.0 **APPLICABILITY:** The terms and conditions set forth in this document apply to Requests for Proposals (RFP), Bids and all other transactions whereby the County of Dane acquires goods or services, or both.

1.1 **ENTIRE AGREEMENT:** These Standard Terms and Conditions shall apply to any contract, including any purchase order, awarded as a result of this request. Special requirements of a resulting contract may also apply. Said written contract with referenced parts and attachments shall constitute the entire agreement, and no other terms and conditions in any document, acceptance, or acknowledgment shall be effective or binding unless expressly agreed to in writing by the County. Unless otherwise stated in the agreement, these standard terms conditions supersede any other terms and/or conditions applicable to this agreement.

1.2 **DEFINITIONS:** As used herein, “vendor” includes a provider of goods or services, or both, who is responding to an RFP or a bid, and “bid” includes a response to either an RFP or a bid.

2.0 **SPECIFICATIONS:** The specifications herein are the minimum acceptable. When specific manufacturer and model numbers are used, they are to establish a design, type of construction, quality, functional capability or performance level, or any combination thereof, desired. When alternates are proposed, they must be identified by manufacturer, stock number, and such other information necessary to establish equivalency. Dane County shall be the sole judge of equivalency. Vendors are cautioned to avoid proposing alternates to the specifications that may result in rejection of their bid.

3.0 **DEVIATIONS AND EXCEPTIONS:** Deviations and exceptions from terms, conditions, or specifications shall be described fully in writing, signed, and attached to the bid. In the absence of such statement, the bid shall be accepted as in strict compliance with all terms, conditions, and specifications and vendor shall be held liable for injury resulting from any deviation.

4.0 **QUALITY:** Unless otherwise indicated in the request, all material shall be first quality. No pre-owned, obsolete, discontinued or defective materials may be used.

5.0 **QUANTITIES:** The quantities shown herein are based on estimated needs. The County reserves the right to increase or decrease quantities to meet actual needs.

6.0 **DELIVERY:** Deliveries shall be FOB destination freight prepaid and included unless otherwise specified. County will reject shipments sent C.O.D. or freight collect.

7.0 **PRICING:** Unit prices shown on the bid shall be the price per unit of sale as stated on the request or contract. For any given item, the quantity multiplied by the unit price shall establish the extended price, the unit price shall govern in the bid evaluation and contract administration.

7.1 Prices established in continuing agreements and term contracts may be lowered due to market conditions, but prices shall not be subject to increase for the term specified in the award. Vendor shall submit proposed increases to the Purchasing Division thirty (30) calendar days before the proposed effective date of the price increase. Proposed increases shall be limited to fully documented cost increases to the vendor that are demonstrated to be industry wide. Price increases may not be granted unless they are expressed in bid documents and contracts or agreements.

7.2 Submission of a bid constitutes bidder’s certification that no financial or personal relationship exists between the bidder and any county official or employee except as specially set forth in writing attached to and made a part of the bid. The successful bidder shall disclose any such relationship which develops during the term of the contract.

8.0 **ACCEPTANCE-REJECTION:** Dane County reserves the right to accept or reject any or all bids, to waive any technicality in any bid submitted and to accept any part of a bid as deemed to be in the best interests of the County. Submission of a proposal or a bid constitutes the making of an offer to contract and gives the County an option valid for 60 days after the date of submission to the County.

8.1 Bids **MUST** be dated and time stamped by the Dane County Purchasing Division Office on or before the date and time that the bid is due. Bids deposited or time stamped in another office will be rejected. Actual receipt in the office of the purchasing division is necessary; timely deposit in the mail system is not sufficient. THERE WILL BE NO EXCEPTIONS TO THIS POLICY.

9.0 **METHOD OF AWARD:** Award shall be made to the lowest responsible responsive bidder conforming to specifications, terms, and conditions, or to the most advantageous bid submitted to the County on a quality versus price basis.

10.0 **ORDERING/ACCEPTANCE:** Written notice of award to a vendor in the form of a purchase order or other document, mailed or delivered to the address shown on the bid will be considered sufficient notice of acceptance of bid. A formal contract containing all provisions of the contract signed by both parties shall be used when required by the Dane County Purchasing Division.

11.0 **PAYMENT TERMS AND INVOICING:** Unless otherwise agreed, Dane County will pay properly submitted vendor invoices within thirty (30) days of receipt of goods and services. Payment will not be made until goods or services are delivered, installed (if required), and accepted as specified. Invoices presented for payment must be submitted in accordance with instructions contained on the purchase order.

11.1 **NO WAIVER OF DEFAULT:** In no event shall the making of any payment or acceptance of any service or product required by this Agreement constitute or be construed

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as a waiver by County of any breach of the covenants of the Agreement or a waiver of any default of the successful vendor, and the making of any such payment or acceptance of any such service or product by County while any such default or breach shall exist shall in no way impair or prejudice the right of County with respect to recovery of damages or other remedy as a result of such breach or default.

12.0 TAXES: The County and its departments are exempt from payment of all federal tax and Wisconsin state and local taxes on its purchases except Wisconsin excise taxes as described below. The State of Wisconsin Department of Revenue has issued tax exempt number ES41279 to Dane County.

12.1 The County is required to pay the Wisconsin excise or occupation tax on its purchase of beer, liquor, wine, cigarettes, tobacco products, motor vehicle fuel and general aviation fuel. The County is exempt from Wisconsin sales or use tax on these purchases. The County may be subject to other states' taxes on its purchases in that state depending on the laws of that state. Vendors performing construction activities are required to pay state use tax on the cost of materials.

13.0 GUARANTEED DELIVERY: Failure of the vendor to adhere to delivery schedules as specified or to promptly replace rejected materials shall render the vendor liable for all costs in excess of the contract price when alternate procurement is necessary. Excess costs shall include administrative costs.

14.0 APPLICABLE LAW AND VENUE: This contract shall be governed under the laws of the State of Wisconsin, and venue for any legal action between the parties shall be in Dane County Circuit Court. The vendor shall at all times comply with and observe all federal and state laws, local laws, ordinances, and regulations which are in effect during the period of this contract and which in any manner affect the work or its conduct.

15.0 ASSIGNMENT: No right or duty in whole or in part of the vendor under this contract may be assigned or delegated without the prior written consent of Dane County.

16.0 NONDISCRIMINATION/AFFIRMATIVE ACTION: During the term of this Agreement the vendor agrees, in accordance with sec. 111.321, Wis. Stats., and Chapter 19 of the Dane County Code of Ordinances, not to discriminate against any person, whether an applicant or recipient of services, an employee or applicant for employment, on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs. The vendor shall provide a harassment-free work environment. These provisions shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, including apprenticeships, rates of pay or other forms of compensation.

16.1 Vendors who have twenty (20) or more employees and a contract of twenty thousand dollars (\$20,000) or more must submit a written affirmative action plan to the County's

Contract Compliance Officer within fifteen (15) working days of the effective date of the contract. The County may elect to accept a copy of the current affirmative action plan filed with and approved by a federal, state or local government unit.

16.2 The vendor agrees to post in conspicuous places, available for employees and applicants for employment, notices setting forth the provisions of this Agreement as they relate to affirmative action and nondiscrimination.

16.3 Failure to comply with these Terms and Conditions may result in the vendor being debarred, termination of the contract and/or withholding of payment.

16.4 The vendor agrees to furnish all information and reports required by Dane County's Contract Compliance Officer as the same relate to affirmative action and nondiscrimination, which may include any books, records, or accounts deemed appropriate to determine compliance with Chapter 19, D.C. Ords. and the provisions of this Agreement.

16.5 AMERICANS WITH DISABILITIES ACT: The vendor agrees to the requirements of the ADA, providing for physical and programmatic access to service delivery and treatment in all programs and activities.

17.0 PATENT, COPYRIGHT AND TRADEMARK INFRINGEMENT: The vendor guarantees goods sold to the County were manufactured or produced in accordance with applicable federal labor laws, and that the sale or use of the articles described herein do not infringe any patent, copyright or trademark. The vendor covenants that it will, at its own expense, defend every suit which shall be brought against the County (provided that such vendor is promptly notified of such suit, and all papers therein are delivered to it) for any alleged infringement of any patent, copyright or trademark by reason of the sale or use of such articles, and agrees that it will pay all costs, damages, and profits recoverable in any such suit.

18.0 SAFETY REQUIREMENTS: All materials, equipment, and supplies provided to the County must fully comply with all safety requirements as set forth by the Wisconsin Department of Commerce and all applicable OSHA Standards.

18.1 MATERIAL SAFETY DATA SHEET: If any item(s) on an order(s) resulting from this award(s) is a hazardous chemical, as defined under 29 CFR 1910.1200, provide one (1) copy of the Material Safety Data Sheet for each item with the shipped container(s) and one (1) copy with the invoice(s).

19.0 WARRANTY: Unless specifically expressed otherwise in writing, goods and equipment purchased as a result of this request shall be warranted against defects by the vendor for one (1) year from date of receipt. An equipment manufacturer's standard warranty shall apply as a minimum and must be honored by the vendor.

20.0 INDEMNIFICATION & INSURANCE.

20.1. Vendor shall indemnify, hold harmless and defend County, its boards, commissions, agencies, officers, employees and representatives against any and all liability, loss (including, but not limited to, property damage, bodily injury and loss of life), damages, costs or expenses which County, its officers, employees, agencies, boards,

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commissions and representatives may sustain, incur or be required to pay by reason of vendor furnishing the services or goods required to be provided under this Agreement, provided, however, that the provisions of this paragraph shall not apply to liabilities, losses, charges, costs, or expenses caused by or resulting from the acts or omissions of County, its agencies, boards, commissions, officers, employees or representatives. The obligations of vendor under this paragraph shall survive the expiration or termination of this Agreement.

20.2. In order to protect itself and County its officers, boards, commissions, agencies, agents, volunteers, employees and representatives under the indemnity provisions of the subparagraph above, vendor shall, at vendor's own expense, obtain and at all times during the term of this Agreement keep in full force and effect the insurance coverages, limits, and endorsements listed below. When obtaining required insurance under this Agreement and otherwise, vendor agrees to preserve County's subrogation rights in all such matters that may arise that are covered by vendor's insurance. Neither these requirements nor the County's review or acceptance of vendor's certificates of insurance is intended to limit or qualify the liabilities or obligations assumed by the vendor under this Agreement. The County expressly reserves the right to require higher or lower insurance limits where County deems necessary.

20.2.1. Commercial General Liability.

Vendor agrees to maintain Commercial General Liability insurance at a limit of not less than \$1,000,000 per occurrence. Coverage shall include, but not be limited to, Bodily Injury and Property Damage to Third Parties, Contractual Liability, Personal Injury and Advertising Injury Liability, Premises-Operations, Independent vendors and Subcontractors, and Fire Legal Liability. The policy shall not exclude Explosion, Collapse, and Underground Property Damage Liability Coverage. The policy shall list DANE COUNTY as an Additional Insured.

20.2.2. Commercial/Business Automobile Liability.

Vendor agrees to maintain Commercial/Business Automobile Liability insurance at a limit of not less than \$1,000,000 Each Occurrence. Vendor further agrees coverage shall include liability for Owned, Non-Owned & Hired automobiles. In the event vendor does not own automobiles, vendor agrees to maintain coverage for Hired & Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

20.2.3. Environmental Impairment (Pollution) Liability

Vendor agrees to maintain Environmental Impairment (Pollution) Liability insurance at a limit of not less than \$1,000,000 per occurrence for bodily injury, property damage, and environmental cleanup costs caused by pollution conditions, both sudden and non-sudden. This requirement can be satisfied by either a separate environmental liability policy or through a modification to the Commercial General Liability policy. Evidence of either must be provided.

20.2.4. Workers' Compensation.

Vendor agrees to maintain Workers Compensation insurance at Wisconsin statutory limits.

20.2.5. Umbrella or Excess Liability.

Vendor may satisfy the minimum liability limits required above for Commercial General Liability and Business Auto Liability under an Umbrella or Excess Liability policy. There is no minimum Per Occurrence limit of liability under the Umbrella or Excess Liability; however, the Annual Aggregate limit shall not be less than the highest "Each Occurrence" limit for the Commercial General Liability and Business Auto Liability. Vendor agrees to list DANE COUNTY as an "Additional Insured" on its Umbrella or Excess Liability policy.

20.3. Upon execution of this Agreement, vendor shall furnish County with a Certificate of Insurance listing County as an additional insured and, upon request, certified copies of the required insurance policies. If vendor's insurance is underwritten on a claims-made basis, the retroactive date shall be prior to or coincide with the date of this Agreement, the Certificate of Insurance shall state that professional malpractice or errors and omissions coverage, if the services being provided are professional services coverage is claims-made and indicate the retroactive date, vendor shall maintain coverage for the duration of this Agreement and for six (6) years following the completion of this Agreement. Vendor shall furnish County, annually on the policy renewal date, a Certificate of Insurance as evidence of coverage. It is further agreed that vendor shall furnish the County with a 30-day notice of aggregate erosion, in advance of the Retroactive Date, cancellation, or renewal. It is also agreed that on claims-made policies, either vendor or County may invoke the tail option on behalf of the other party and that the extended reporting period premium shall be paid by vendor. In the event any action, suit or other proceeding is brought against County upon any matter herein indemnified against, County shall give reasonable notice thereof to vendor and shall cooperate with vendor's attorneys in the defense of the action, suit or other proceeding. Vendor shall furnish evidence of adequate Worker's Compensation Insurance. In case of any sublet of work under this Agreement, vendor shall furnish evidence that each and every subcontractor has in force and effect insurance policies providing coverage identical to that required of vendor. In case of any sublet of work under this Agreement, vendor shall furnish evidence that each and every subcontractor has in force and effect insurance policies providing coverage identical to that required of vendor.

20.4. The parties do hereby expressly agree that County, acting at its sole option and through its Risk Manager, may waive any and all requirements contained in this Agreement, such waiver to be in writing only. Such waiver may include or be limited to a reduction in the amount of coverage required above. The extent of waiver shall be determined solely by County's Risk Manager taking into account the nature of the work and other factors relevant to County's exposure, if any, under this Agreement.

21.0 CANCELLATION: County reserves the right to terminate any Agreement due to non-appropriation of funds or failure of performance by the vendor. This paragraph shall not relieve County of its responsibility to pay for services or goods provided or furnished to County prior to the effective date of termination.

22.0 PUBLIC RECORDS ACCESS: It is the intention of the County to maintain an open and public process in the solicitation, submission, review, and approval of procurement activities. Bid openings are public unless otherwise specified. Records are not available for public inspection prior to issuance of the notice of intent to award or the award of the

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contract. Bid results may be obtained by visiting the Dane County Purchasing Office Monday – Friday, between 8:00 a.m. and 4:00 p.m. Prior appointment is advisable.

22.1 PROPRIETARY INFORMATION: If the vendor asserts any of its books and records of its business practices and other matters collectively constitute a trade secret as that term is defined in s. 134.90(1)(c), Wis. Stats., County will not release such records to the public without first notifying the vendor of the request for the records and affording the vendor an opportunity to challenge in a court of competent jurisdiction the requester's right to access such records. The entire burden of maintaining and defending the trade secret designation shall be upon the vendor. The vendor acknowledges and agrees that if the vendor shall fail, in a timely manner, to initiate legal action to defend the trade secret designation or be unsuccessful in its defense of that designation, County shall be obligated to and will release the records.

22.2 Any material submitted by the vendor in response to this request that the vendor considers confidential and proprietary information and which vendor believes qualifies as a trade secret, as provided in section 19.36(5), Wis. Stats., must be identified on a designation of Confidential and Proprietary Information form. Pricing will not be held confidential after award of contract.

22.3 Data contained in a bid, all documentation provided therein, and innovations developed as a result of the contracted commodities or services cannot be copyrighted or patented. All data, documentation, and innovations shall be the property of the County.

23.0 RECYCLED MATERIALS: Dane County is required to purchase products incorporating recycled materials whenever technically and economically feasible. Vendors are encouraged to bid products with recycled content which meet specifications.

24.0 PROMOTIONAL ADVERTISING: Reference to or use of Dane County, any of its departments or sub-units, or any county official or employee for commercial promotion is prohibited.

25.0 ANTITRUST ASSIGNMENT: The vendor and the County of Dane recognize that in actual economic practice, overcharges resulting from antitrust violation are in fact usually borne by the Purchaser. Therefore, the successful vendor hereby assigns to the County of Dane any and all claims for such overcharges as to goods, materials or services purchased in connection with this contract.

26.0 RECORDKEEPING AND RECORD RETENTION-COST REIMBURSEMENT CONTRACTS: Where payment to the vendor is based on the vendor's costs, vendor shall establish and maintain adequate records of all expenditures incurred under the contract. All records must be kept in accordance with generally accepted accounting procedures. The County contracting agency shall have the right to audit, review, examine, copy, and transcribe any pertinent records or documents relating to any contract resulting from this bid/proposal held by the vendor. The vendor will retain all documents applicable to the contract for a period of not less than three (3) years after final payment is made.

27.03 COMPLIANCE WITH FAIR LABOR STANDARDS. During the term of this Agreement, vendor shall report to the Controller, within ten (10) days, any allegations to, or findings by the National Labor Relations Board (NLRB) or Wisconsin Employment Relations commission (WERC) that vendor has violated a statute or regulation regarding labor standards or relations within the seven years prior to entering this Agreement. If an investigation by the Controller results in a final determination that the matter adversely affects vendor's responsibilities under this Agreement, and which recommends termination, suspension or cancellation of this agreement, the County may take such action.

27.04 VENDOR may appeal any adverse finding by the Controller as set forth in sec. 25.08(20)(c) through (e).

27.05 VENDOR shall post the following statement in a prominent place visible to employees: "As a condition of receiving and maintaining a contract with Dane County, this employer shall comply with federal, state and all other applicable laws prohibiting retaliation for union organizing"